

Tribal Gymnasium User Agreement

General Information

Name: _____ Date: _____

Department (if applicable): _____ Name of Event : _____

Start time of Event: _____ End time of Event: _____

Person in charge of event: _____ Phone: _____

Date(s) Requested: _____ Expected Number of Attendees: _____

Number of Staff/Chaperones for event _____ Tribal Event: Yes No

What Facility/Building are you requesting? Gymnasium Baseball Field YED Building

(Please note: If your event is not a CTGR event, there may be a fee for the facility use. Also, dates secured can be canceled at any time as Department and Tribal activities take precedent.)

Additional Information

Detailed Description of Event: _____

Do you need equipment set up/ tear down? Yes No

If yes, please specify what is needed? _____

Are there other services needed for preparations or tear down of your event?

House Keeping Maintenance Security

Please note: General clean-up is the responsible of the department/group using the facility for all events. This includes the concessions area.

Rules and Regulations

1. **No alcohol or drugs** in any portion of the gymnasium or on the Tribal grounds. Smoking is permitted in designated areas ONLY.
2. Each person using Tribal facilities or otherwise participating in the activity shall abide by all rules.
3. Arrangements for use of Tribal facilities must be made through the Recreation Coordinator.
4. When using Tribal facilities it will be understood that all offices and storage areas are non-accessible.
5. The gym may be used for the following activities: Recreation activities, sports, education classes, group activities, General Council meetings, and other special activities approved by the Recreation Coordinator. In the case of scheduling conflicts between activities, priority will be given to funerals, then to other events on a first-come, first-serve basis. The Tribal Gym is to be used for Tribal Program Events, as well as community events.
6. Parents will keep their children under control at all times and under constant supervision. No climbing on furniture/fixtures, or horseplay is allowed. Any damages and/or vandalism to the facilities or its contents will result in forfeiture of deposit and/or forfeiture for future requests.
7. No animals of any kind will be allowed in any Tribal facility, with the exception of service animals in full working harness.
8. The Recreation Department expressly reserves the right to refuse use of Tribal facilities. If any violations to these rules and/or regulations occur, or any damage to the premises is done when used, future use may be refused.
9. Tribal facilities and all its contents will be treated with the utmost respect. The Tribe is not liable for any accident or injury that occurs on the property.
10. Fees: Effective June 1, 2012
Gymnasium: One Time Use Fee: A fee of \$100.00 and a \$50.00 cleaning deposit will be required for any event that is not affiliated with a Tribal Program. Reoccurring activities will be charged the appropriate fees according to usage.

I have read and understand the rules and regulations for reserving the Gymnasium & other Facilities of Confederated Tribes of Grand Ronde.

Signed By: _____ Date: _____

For Office Use only:

Authorized By: _____ Date: _____